



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

June 21, 2011

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Dear Supervisors:

**SHERIFF'S DEPARTMENT:  
MEN'S CENTRAL JAIL CELL 41 RENOVATION  
ESTABLISH PROJECT AND APPROVE APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 87109  
(FIRST DISTRICT) (4 VOTES)**

**SUBJECT**

Establish a new capital project, approve an appropriation adjustment, and authorize the Men's Central Jail Cell 41 Renovation Project for renovation work supporting Parole Revocation Proceedings and inmate processing.

**JOINT RECOMMENDATION WITH THE SHERIFF THAT YOUR BOARD:**

1. Find that the proposed Men's Central Jail Cell 41 Renovation Project is exempt from the California Environmental Quality Act, because it is limited to interior alterations to an existing structure involving no expansion or use beyond what previously existed.
2. Establish Capital Project No. 87109 for the Men's Central Jail Cell 41 Renovation Project within the 2010-11 Capital Projects/Refurbishments Budget.
3. Approve the total Project budget of \$250,000 and authorize the Sheriff's Department to manage and deliver the Project with Project and budgetary oversight provided by the Chief Executive Office.
4. Approve the Project and the appropriation adjustment in the amount of \$250,000, which provides revenue from the State of California Department of Corrections and Rehabilitation for the renovation work.

*"To Enrich Lives Through Effective And Caring Service"*

**Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only**

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions will find that the Men's Central Jail Cell 41 Renovation Project (Project) is exempt from the California Environmental Quality Act (CEQA) and authorize the Sheriff's Department to carry out renovation work to the Cell 41 area within the existing Men's Central Jail (MCJ) that supports parole revocation and inmate processing activities, as required by the State of California Department of Corrections and Rehabilitation (CDCR).

On July 6, 2010, your Board approved an agreement between the Sheriff's Department and CDCR. The executed agreement allows the Sheriff's Department to continue providing inmate security during the transport and processing of State parolees for parole revocation hearings at MCJ and Pitchess Detention Center to June 30, 2013. The State will continue to finance all parole hearing security and transportation positions under the agreement.

In addition to providing security during transport and processing, CDCR requires the Sheriff's Department to modify the Cell 41 area within MCJ to provide Americans with Disabilities Act (ADA) improvements for inmates; improve access to Board of Parole Hearings (BPH) services and interview areas for inmates; provide inmate security enhancements such as the installation of an alarm and security gate; and provide additional office space required for the parole revocation and inmate processing operation. The renovation work will be fully reimbursable by State funding provided by CDCR.

The Project scope of work includes:

- Removal of existing cabinets and a broom closet to accommodate the installation of a service window and enhance space efficiency;
- Installation of a security wall to separate Cell 41's main entrance and the inmate holding area from support space;
- Installation of interior walls and doors within the existing X-ray room and corridor, which is adjacent to Cell 41, to create supervision and support staff spaces;
- Modifications to support the installation of security cages, which will allow ADA accessibility;

- Installation of four visitor-type windows on the common wall of the adjacent Cell 39, which will allow inmates housed in Cell 39 access to BPH interviews, and includes the installation of metal stools, "Plexiglas" dividers for confidentiality, communication ports, and slots for paperwork;
- The installation of additional data and phone lines to the new office space;
- The installation of an alarm system panic buttons in two areas to enhance staff safety and emergency response; and
- Modifications to expand the staff and inmate restrooms to allow and improve ADA accessibility.

The scope of work is minimally invasive and will allow improved access for inmates for parole revocation proceedings.

The Project is anticipated to be completed in ten months. The Project will be managed by the Sheriff's Department with the renovation work being performed by a Job Order Contract (JOC) contractor under the supervision of the Internal Services Department (ISD). Project and budget oversight will be provided by the Chief Executive Office.

This operation will be addressed in the revised Jail Facilities Master Plan; however, these interim changes are required to allow the parole operation to function efficiently until a replacement Central Jail Facility is approved and constructed.

#### **Implementation of Strategic Plan Goals**

The Project supports the County's Strategic Plan (Goal 1) Operational Effectiveness, and (Goal 5) Public Safety, by allowing the Sheriff's Department to continue to work in partnership with the State to efficiently and effectively conduct parole revocation hearings within County jail facilities.

#### **FISCAL IMPACT/FINANCING**

The total Project budget for the renovation work is \$250,000, which includes design, construction services, consultant services, jurisdictional review, and County services. The Project will be fully funded by CDCR. The State of California's 2010-11 Budget Act, includes funding to fully reimburse the County for the renovation work for the Cell 41 area.

Approval of the attached appropriation adjustment will provide \$250,000 in State revenue offset appropriation, within the 2010-11 Capital Projects/Refurbishment Budget, under Capital Project No. 87109 to fully fund the Project.

The Budget Summary and Project Schedule are included under Attachments A and B.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Modifications to Cell 41 at MCJ are required by CDCR to address security, ADA accessibility, and additional support space to facilitate Sheriff services as previously agreed upon with the State.

Under the County's Civic Art Policy and Procedures originally approved by your Board in December 2004, and revised on December 15, 2009, this renovation Project is exempt from providing and/or financing civic art since the total project costs are less than \$500,000.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed Project is categorically exempt as specified in CEQA Guidelines Sections 15301 (a) and (e), and Appendix G, Class 1 subsections (d) and (i) of the County's Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because it is limited to interior alterations to an existing structure involving no expansion of use beyond existing use. In addition, there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the Project inapplicable based on the Project records.

Upon your Board's approval of the Project, the Sheriff's Department will file its Notice of Exemption for the Project with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

### **CONTRACTING PROCESS**

The renovation work for this Project will be performed utilizing a JOC contractor under the supervision of ISD.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of the recommended renovation Project. The Cell 41 area within MCJ is currently not in use for inmate housing.

The Honorable Board of Supervisors  
June 21, 2011  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division, and the Sheriff's Department, Contract Law Enforcement and Facilities Planning Bureau.

Respectively Submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer



LEROY D. BACA  
Sheriff

WTF:LDB:RLR  
DJT:DKM:TJ:cvb

**Attachments**

c:     Executive Office, Board of Supervisors  
        Affirmative Action Compliance  
        Arts Commission  
        Auditor-Controller  
        County Counsel

U:WORD/BL/Men's Central Jail Cell 41 Renovation

**ATTACHMENT A**

**MEN'S CENTRAL JAIL CELL 41 RENOVATION  
C. P. NO. 87109**

**I. PROJECT BUDGET SUMMARY**

<b>Budget Category</b>	<b>Project Budget</b>
Land and Development	-0-
Construction	\$147,000
Change Order Contingency	\$24,000
Plans and Specifications **	-0-
Consultant Services	\$23,000
Plan Check and Jurisdictional Review	\$16,000
FFE	-0-
Civic Art	-0-
County Services	\$40,000
<b>TOTAL</b>	<b>\$250,000</b>

\*\* Design fee is included in County services.

**ATTACHMENT B**

**MEN'S CENTRAL JAIL CELL 41 RENOVATION  
C. P. NO. 87109**

**II. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Estimated Start Date</b>	<b>Estimated Completion Date</b>
Program Development	5/20/09	9/14/10
Design		
Construction Documents	06/15/11	08/14/11
Jurisdictional Approval	08/30/11	11/14/11
Construction		
Contract Award	12/13/11	01/09/12
Construction	01/10/12	03/05/12
Substantial Completion	03/06/12	04/02/12
Final Acceptance	04/03/12	04/03/12

## COUNTY OF LOS ANGELES

## REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

DEPT'S.  
NO. 060

June 14, 2011

## AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2010-11

4 - VOTES

SOURCES

Capital Projects/Refurbishments  
Sheriff  
Cell 41 Renovation (1)  
A01-CP-88-8752-65046-87109  
Rev: State - Other/CP  
Increase Revenue \$250,000

USES

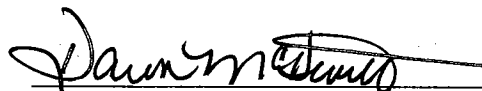
Capital Projects/Refurbishments  
Sheriff  
Cell 41 Renovation (1)  
A01-CP-6014-65046-87109  
Capital Assets-Building and Improvements  
Increase Appropriation \$250,000

SOURCES TOTAL: \$ 250,000

USES TOTAL: \$ 250,000

JUSTIFICATION

This appropriation adjustment is necessary to provide appropriation and project funding, offset by State revenue, within the 2010-11 Capital Projects/Refurbishments Budget, under Capital Project Number 87109, for the newly established Men's Central Jail Cell 41 Renovation Project.



AUTHORIZED SIGNATURE Dawn McDivitt, Manager, CEO

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF  
EXECUTIVE OFFICER FOR ---☐ ACTION☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY 

B.A. NO. 198

May 31 20 11

☒ APPROVED AS REQUESTED☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY 

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SEND 6 COPIES TO THE AUDITOR-CONTROLLER